## NORTH MIAMI ELEMENTARY SCHOOL Title I, Part A Parental Involvement Plan

I, Debra Dubin , do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

## Assurances

* The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
* Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
* Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
* Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1118(c)(3)];
* Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school’s parental involvement policy [Section 1118(a)(E)];
* If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
* Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
* Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
* Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

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| **Signature of Principal or Designee** | Date Signed |

**Mission Statement**

Parental Involvement Mission Statement (Optional)

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| **Response:** |

**Involvement of Parents**

Describe how the school will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of Title I programs including involvement in the decisions regarding how funds for parental involvement will be used [Sections1118(c)(3), 1114(b)(2), and 1118(a)(2)(B)].

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| **Response:** North Miami Elementary and Title I involves parents in the planning, review and improvement of the School Parental Involvement Plan through parent representation on the Educational Excellence School Advisory Council (EESAC). The parent representative receives meeting notification letters with time and dates of EESAC meeting to provide input into the successful implemenation of school programs.     The annual Title I Orientation meeting at the beginning of the school year is conductued to inform the parents of the school's partcipation in Title I; providing the M-DCPS consultation and complaint procedures direction; the School Accountablity Report was reviewed and parents were notified of the trend in the school's current test scores; developing, distrubuting and reviewing the District and school's PIP; distributing "What Parents Should Know About Title I" brochure; distributing, and reviewing the school-parent compacts. The Title I PAC's for our region meet twice during the school year to get input from parents at our school to support the development of required parent plans.     The Title I program at the school site utilizes a minumum of one percent of the school's Title I allocation to support the parental requirements of Section 1118. The school employs a full-time Community Involvement Specialist who works with parents on a daily basis. The on-site Parent Resource Center allows parents to access technology, peruse educational materials and to attend meetings which enhance their knowledge of sound parenting and teaching practices. |

**Coordination and Integration**

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1118(e)(4)].

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| **count** | **Program** | **Coordination** |
| 1 | Parent Academy | School will coordinate and conduct in conjunction with Miami-Dade County Public Schools Parent Academy, parent workshops on a variety of subjects and given at various times during the day, including bilingual workshops. These sessions will include the topics of bullying, academic success and Building Better Families. |
| 2 | Second Cup of Coffee | The Community Involvement Specialist will coordinate and schedule a variety of parent workshops which will provide parents with a variety of resources for their children to be successful in school.. |
| 3 | Grade Level Parent Workshops | Specific grade level teachers will design and schedule a variety of parent workshops specific to their grade level and all focusing on student achievement. |
| 4 | Title III | English Language Learners will receive extra tutoring and support through funds from the Title III program. |
| 5 | Title I | Title I personnel at the school will provide a Title I Annual Parent Meeting and provides materials and support for the school-based Title I Parent Resource Center. |
| 6 | VPK Teachers | Teachers will provide inservices to parents to help prepare their children for Kindergarten. |

**Annual Parent Meeting**

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school’s Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, supplemental educational services, and the rights of parents. Include timeline, persons responsible, and evidence the school will use to demonstrate the effectiveness of the activity [Section 1118(c)(1)].

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| **count** | **Activity/Tasks** | **Person Responsible** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Flyers in backpacks | CIS, Media Specialist | Throughout the school year | Parent Attendance |
| 2 | ConnectEd | Principal, Assistant Principal | Throughout the school year | Parent Attendance |
| 3 | Marquee | Custodial | Throughout the school year | Parent Attendance |
| 4 | Student lapel stickers | Teachers, Media Specialist | Throughout the school year | Parent Attendance |
| 5 | Posted flyers throughout school | CIS | Throughout the school year | Parent Attendance |
| 6 | Parent Newsletter | CIS | Monthly basis | Parent Attendance |
| 7 | Website | Media Specialist | Throughout the school year | Parent Attendance |

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

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| **Response:** North Miami Elementary and Title I offers a flexible number of meetings in the morning and evenings. Some examples of these meetings are the Second Cup of Coffee, Parent Trainings, Parent Academy Workshops, EESAC and PTA meetings. |

**Building Capacity**

Describe how the school will implement activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child’s academic achievement [Section 1118(e)(2)].Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | Second Cup of Coffee | CIS, Parent Academy | Provides training, information and support services that strengthen relations between parents and the school in meaningful ways that improve academic achievement | Monthly basis | Parent surveys |
| 2 | Parent Academy | CIS | Provides training, information and support services that strengthen relations between parents and the school in meaningful ways that improve academic achievement | Monthly basis | Parent surveys |
| 3 | Title I Parent Resource Center | CIS | Provides training, information and support services that strengthen relations between parents and the school in meaningful ways that improve academic achievement | Throughout the school year | Monthly report |
| 4 | Miami-Dade "Parent Portal" | CIS | Allows parents or guardians to monitor their student attendance and academic performance | Throughout the school year | Parent survey |
| 5 | Home visits | CIS, Counselor, Teachers | Provides training, information and support services that strengthen relations between parents and the school in meaningful ways that improve academic achievement | Throughout the school year | Monthly report |
| 6 | Title I DAC/PAC meetings | CIS | Provides training, information and support services that strengthen relations between parents and the school in meaningful ways that improve academic achievement | Twice a year | Parent survey |
| 7 | EESAC meetings and training | EESAC chariperson, CIS | Provides training, information and support services that strengthen relations between parents and the school in meaningful ways that improve academic achievement | Throughout the school year | Parent survey |
| 8 | Parent volunteers | CIS, Parent | Provides information and accessability to parents. | Throughout the school year | Attendance |

**Staff Training**

Describe the professional development activities the school will provide to educate the teachers, pupil services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and schools [Section 1118(e)(3)].

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| **count** | **Content and Type of Activity** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** | **Evidence of Effectiveness** |
| 1 | CIS Training of trainers | CIS | To assist with planning and implementation of effective parental involvement activities that are linked to improve academic achievement. | Throughout the year | As evidenced by increased achievement in standardized test scores |
| 2 | Monthly Faculty Meetings with teachers | Principal, CIS | To promote positive communication between home, school and community. | Throughout the year | As evidenced by increased achievement in standardized test scores |
| 3 | Common Core | Principal | To assist with planning and implementation of effective teaching techniques that are linked to improve academic achievement. | Throughout the year | As evidenced by increased achievement in standardized test scores |
| 4 | Grade level meetings | Grade level chairperson | To assist with planning and implementation of effective teaching techniques that are linked to improve academic achievement | Throughout the year | Increased parent participation |

**Other Activities**

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents in more fully participating in the education of their children [Section 1118 (e)(4)].

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| **Response:** North Miami Elementary has a fully equipped Parent Resource Center that provides access to computers, as well as training; LeapFrog Learning System available for checkout; children's books; and community resources. |

**Communication**

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)]:

* Timely information about the Title I programs [Section 1118(c)(4)(A)];
* Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)];
* If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children[Section 1118(c)(4)(C)]; and
* If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will include submit the parents’ comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

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| **Response:** Parents will be informed in a timely manner regarding different Title I programs at the school such as the Annual Title I Parent Meeting and availablity of the CIS and Resource Center.     Parents are informed about the curriculum and assessments used through a variety of parent workshops and through the parent handbook. The parent handbook is provided in the beginning of the year and is posted online throughout the year for all parents to review. Parents are notified of their child's academic progress a minimum of eight times during the school year consisting of 4 progress reports and 4 report cards. Parent conferences are conducted by teachers to clarify any concerns and to provide strategies for parents to help their child. Each child is provided with a red communication folder that allows for both parents and teachers to write meaningful notes to one another in an organized consistent manner.     The school utilized a multitude of initiatives to reach out and inform parents of ongoing events. These initiatives include backpack flyers, ConnectEd messages, emails and posting of events on website and marquee.    There are a variety of opportunities for parents to be engaged in the school such as volunteering, parent meetings, parent conferences, special event participation and EESAC. |

**Accessibility**

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

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| **Response:** North Miami Elementary and Title I makes many attempts to get meeting information to parents for their participation via: ConnectEd telephones blasts to homes of parents of students in English and Haitian Creole, flyers are sent home multi-language, Title I Parent Newsletter, and radio announcements. |

**Discretionary Activities**

Discretionary School Level Parental Involvement Policy Components Check if the school does not plan to implement discretionary parental involvement activities. Check all activities the school plans to implement:

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| **count** | **Activity** | **Description of Implementation Strategy** | **Person Responsible** | **Anticipated Impact on Student Achievement** | **Timeline** |
| 1 | Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training [Section 1118(e)(7)]; and | Parent Academy | District staff | Implement activities that are linked to improving academic achievement | On a monthly basis |
| 2 | Training parents to enhance the involvement of other parents [Section 1118(e)(9)]; | Parent Resource Center | CIS | Implement an activity that is linked to improving academic achievement | Throughout the school year |
| 3 | Maximizing parental involvement and participation in their children’s education by arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school [Section 1118(e)(10)]; | Grade specific teachers | Principal | Implement activities that are linked to improving academic achievement | Throughout the school year |
| 4 | Adopting and implementing model approaches to improving parental involvement [Section 1118(e)(11)]; and | Parent Resource Center, Ready Schools Miami | Principal, Ready Schools Staff | Implement a program that is linked to improving academic achievement | Ongoing |

**Upload Evidence of Input from Parents**

Upload evidence of parent input in the development of the plan.

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| [Uploaded Document](file:///C:\Users\162773\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\9YNCSFZ6\fileUploads\133941_2014-2015_uploadEvidenceParentInput.docx) |

**Upload Parent-School Compact**

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].  
  
Upload an electronic version of the Parent-School Compact.

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| [Uploaded Document](file:///C:\Users\162773\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\9YNCSFZ6\fileUploads\133941_2014-2015_uploadCompact.doc) |

**Upload Evidence of Parent Involvement in Development of Parent-School Compact**

Note: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a parent-school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement Section 1118(d)].  
  
Upload evidence of parent input in the development of the compact.

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| [Uploaded Document](file:///C:\Users\162773\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.IE5\9YNCSFZ6\fileUploads\133941_2014-2015_uploadCompactEvidence.docx) |

## Evaluation of the previous year's Parental Involvement Plan

**Building Capacity Summary**

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children [Section 1118 (e)(1-2)]. Include participation data on the Title I annual meeting.

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | Second Cup of Coffee | 6 | 75 | Provides training, information and support services that stregnthen relations between parents and the school in meaningful ways that improve academic achievement. |
| 2 | Parent Academy | 6 | 75 | Provides training, information and support services that stregnthen relations between parents and the school in meaningful ways that improve academic achievement. |
| 3 | Title I Parent Resource Center | 185 | 700 | Provides training, information and support services that stregnthen relations between parents and the school in meaningful ways that improve academic achievement. |
| 4 | Miami-Dade "Parent Portal" | 1 | 65 | Allows parents or guardians to monitor their student attendance and academic performance. |
| 5 | Home visits | 8 | 8 | Provides training, information and support services that stregnthen relations between parents and the school in meaningful ways that improve academic achievement. |
| 6 | Title I PAC meetings | 2 | 12 | Provides training, information and support services that stregnthen relations between parents and the school in meaningful ways that improve academic achievement. |
| 7 | EESAC meetings and training | 13 | 16 | Provides training, information and support services that stregnthen relations between parents and the school in meaningful ways that improve academic achievement. |

**Staff Training Summary**

Provide a summary of the professional development activities provided by the school during the previous school year to educate staff on the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; the implementation and coordination of parent programs; and how to build ties between parents and the school [Section 1118 (e)(3)].

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| **count** | **Content and Type of Activity** | **Number of Activities** | **Number of Participants** | **Anticipated Impact on Student Achievement** |
| 1 | CIS Training of trainers | 4 | 1 | To assist with planning and implementation of effective parental involvement activities that is linked to improve academic achievement. |
| 2 | Monthly Faculty Meetings with teachers | 10 | 54 | To promote positive communication between home, school and community. |
| 3 | Common Core | 12 | 15 | To assist with planning and implementation of effective teaching techniques that are linked to improve academic achievement. |

**Barriers**

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the current school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background) [Section 1118(a)(E)].

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| **count** | **Barrier (Including the Specific Subgroup)** | **Steps the School will Take to Overcome** |
| 1 | Child care | Provide information for local child care |
| 2 | Transportation | Provide information on free bus services |

**Best Practices (Optional)**

Describe the parental involvement activity/strategy the school implemented during the previous schoool year that the school considers the most effective. This information may be shared with other LEAs and schools as a best practice. (Optional)

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| **count** | **Content/Purpose** | **Description of the Activity** |